

**Waukesha County Area Technical College District  
District Board Meeting Minutes  
June 14, 2016 - 5:00 PM  
Richard T. Anderson Education Center, Room C051/057**

---

**Present:**

Mary Baer	Alan Karch
Ron Bertieri	Jim Riley
Mary Wehrheim	Dr. Patricia Deklotz
Luis Hernandez, Jr.	

**Also Present:**

Kaylen Betzig  
Robyn Ludtke  
21 Guests

**Excused:**

Pauline Jaske  
Elizabeth Thelen

---

**I. Call to Order – Mary Wehrheim**

**A. Pledge of Allegiance**

- Board Chairperson, M. Wehrheim, called the Regular Session to order at 5:00 p.m.

**II. Public/Staff Remarks**

- None

**III. WCTC Update on College Activities – Kaylen Betzig**

- K. Betzig welcomed Robyn Ludtke. Robyn and David Lancaster will be seated as members of the Board at the July meeting. Courtney Bauer will be seated with the Board at the August meeting.
- M. Baer was recognized and thanked for her tenure with the Board with the reading of a Commendation plaque and a tree dedication. This will be her last Board meeting as a member of the WCTC District Board.
- A thank you to everyone who attended the graduation ceremonies, student portfolios and pinnings.
- Per Kelly Ratliff, as of May 2016, over 3,000 food bags have been handed out since the Campus Cupboard opened in March of 2012.
- The Certificate of Achievement for Excellence in Financial Reporting has been awarded to WCTC by the Government Finance Officers Association (GFOA) of the United States and Canada for its 2015-16 comprehensive annual financial report. Cary Tessmann, VP of Finance, prepares this report. For her efforts in preparing this report, C. Tessmann will receive an Award of Financial Reporting Achievement, also from GFOA. This is the highest form of recognition in the area of government accounting and financial reporting.

**IV. Approval of Consent Agenda Items**

**A. Minutes Dated May 10, 2016**

**B. Accounts Payable Summaries for May 5, 12, 19 and 26, 2016**

**C. 38.14 Contract Report for May 2016**

- M. Baer motioned to approve items A thru C. **Approved; carried unanimously.**

**V. Action Items**

**A. Resolution to Modify the 2015/16 Budget – C. Tessmann**

- C. Tessmann requested approval to modify the budget.
- A. Karch motioned to approve the resolution as presented. **Approved; carried unanimously.**

**B. Resolution Establishing Projected 2016/17 Reserves – C. Tessmann**

- C. Tessmann requested approval to establish the 2016/17 Projected Reserves. This action is needed to adopt the budget.
- J. Riley motioned to approve. **Approved; carried unanimously.**

**C. Resolution to Adopt the 2016/17 Budget – C. Tessmann**

- All Board Members received the FY17 Budget Book. There were no changes since last presented. C. Tessmann requested approval to adopt the 2016/17 budget as presented.
- J. Riley motioned to approve. **Approved; carried unanimously.**

**D. Resolution to Submit a Program Approval for a Database Specialist Associate of Applied Science Degree Program to the WTCS Board – D. Rood/K. Ehlert/M. Guidos**

- Kim Ehlert and Marianne Guidos requested approval of the resolution to submit the Database Specialist Associate of Applied Science Degree Program to the WTCS Board.
- M. Baer motioned to approve. **Approved; carried unanimously.**

**VI. Presentation/Discussion**

**A. Report from Nominating Committee for 2016/17 WCTC Board Officers-M. Wehrheim**

- L. Hernandez announced the following nominees: Board Chairperson, M. Wehrheim; Board Vice-Chairperson, P. Deklotz; Board Secretary/Treasurer, A. Karch.
- The slate of officers will be brought forward at the July 11, 2016, Organization Meeting with an opportunity for nominations to come from the floor and present.
- L. Hernandez will not be available for the July meeting and asked R. Bertieri to present the nominations in July. R. Bertieri agreed.

**B. AQIP Update – A. Krause-Hanson/H. Albinger**

- Ann Krause-Hanson provided an update on the AQIP inservices on campus, February's Strategy Forum (with a team of eight), and the three new action projects. The College will also investigate using the AQIP categories for Strategic Planning.
- The Portfolio requires intense writing/reviewing. A final Portfolio will be submitted on November 1 with feedback Spring 2017.
- A. Krause-Hanson introduced Heather Albinger, the AQIP Co-Chair. H. Albinger spoke to the AQIP process.
- The AQIP pathway is meant to move the College forward and is a commitment to organizational excellence.
- M. Wehrheim noted the Board feels they are in very capable hands.

**C. School of Health Reorganization – S. Stearns**

- Sandy Stearns updated the Board on the reorganization of the School of Health. This is due to continued growth in the number of students and programs as well as the large amount of work related to the accredited programs.
- The new layout includes three Associate Deans reporting to the Dean: Trish Wittig, Lisa Nowak and TBD.
- There is an increased community need for healthcare workers due to the large number of retired workers who will need to be taken care of.
- Need for more classes on evenings and weekends as well as in high school and nursing facilities.
- Also looking at succession planning for the School of Health.
- M. Wehrheim thanked S. Stearns for addressing the needs of the community and students.

**VII. P. Deklotz motioned to go into Closed Session at 5:47 p.m. pursuant to 19.85 (1)(e) and 111.70 and Sec. 19.85(1)(c) Wisconsin Statutes to discuss:**

**A. Approval of Collective Bargaining Agreement (Support Staff) for 2016/2017**

**B. Personnel Matter – Possible Reclassification of a College Employee**

**C. Personnel Matter – Mid-Year Review of President**

- Unanimous roll call vote.
- Discussion was held.
- P. Deklotz motioned to reconvene into open session at 6:27 p.m.
- P. Deklotz motioned to approve the 2016/2017 Collective Bargaining Agreement for the WCESP that includes a .12% base wage increase. Additionally, the District Board approves unilaterally an additional 1.13% wage increase for the respective support staff employees, effective July 1, 2016. **Approved. Carried unanimously.**
- P. Deklotz approved the reclassification of the Director of Facilities from a non-represented Level 9 position to a non-represented Level 10 position with a title change to District Facilities Officer. This reclassification will be effective July 1, 2016. **Approved. Carried unanimously.**

**VIII. Adjournment – M. Wehrheim**

- M. Wehrheim adjourned the meeting at 6:29 p.m.

Respectfully submitted by  
Caroline Tindall, Recorder



Alan A. Karch,  
WCTC District Board Secretary/Treasurer